Education Committee Meeting Minutes
Date/Time: August 28, 2019, 2:00 pm
Location: United Consulting
Call in number: 800-504-8071, code: 2951127

<table>
<thead>
<tr>
<th>Name</th>
<th>Firm</th>
<th>Sub Committee/ Position</th>
<th>E-mail</th>
<th>Attendance</th>
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1. Introductions/ Ice Breaker (Summer Vacations)

2. Appoint Committee Secretary - Jason Rowley

3. ACEC Strategic Goals
   a. Be THE legislative advocate for the promotion and protection of the business interests of engineering companies of Indiana.
   b. Serve Indiana engineering companies as their primary resource on business practices.
c. Develop and Diversify Leadership opportunities throughout ACEC Indiana.
d. Enhance relationship-building among members.

4. Education Committee Goals: 2019-2020

**Engineer’s Week Subcommittee**  
a. National Engineer’s Week - February 16-22, 2020  
i. In 2019 - 65 presentations (55 in 2018!), 26 schools (Exceeded Goal!), 8 schools outside of greater Indianapolis area  
   1. For 2020 - 75 presentations, 30 schools, 10 outside Indy  
   2. Reach out to your local school or your children’s schools.  
   3. **All Education Committee Members:** Enlist the help of your coworkers.  
    ii. In 2019 - 89 volunteers: Private #62/ Public #27  
       1. Goal for 2019 - 120 volunteers:  
          a. Private #80/ Public #40  
          b. Utilize Existing professional relationships with Counties and Municipalities to find more private personnel willing to present at schools during E-Week. Coordinate with those willing participants to reach out directly to their local schools as well.  
             c. **Coordinate directly with INDOT personnel as needed.**  
    iii. Regional Coordination  
       1. Possible kickoff meetings locations:  
          a. Central - Indy  
          b. North - South Bend  
          c. South - Evansville  
          d. Northeast - Fort Wayne  
       2. Live Stream?  
       3. Begin school contacts in October  
       4. Subcommittee roles  
          a. Help organize/determine kickoff locations  
          b. Follow up with committee members regarding school and private presenter contacts  
          c. Help develop activities  

5. **Other Action Items**  
   a. Shelby will send out the list of the schools and teacher contacts from last year.  
   b. Shelby will contact the schools from last year.  
   c. Engineer’s Week Sub Committee will contact the schools not on the list.  
      i. Ideally, the person contacting the school should attend the E-week presentation.  
   d. Website sign up will be opened by Shelby, possibly sometime in early September.  
   e. Out of area schools  
      i. Committee members needed to champion regions.
Possible hosts might be the following:

1. **Fort Wayne** - *Mark Herald*
2. **Evansville**
   a. *Rob (Commonwealth) and/or*
   b. *Jerry Bollinger (CMT) and/or*
   c. *Emily Wehmeyer (Donahue)*
3. **South Bend** - Lawson Fisher can likely host again. *(M. Rowe to reach out to Mike at LFA).*
4. **Columbus/ Seymour** *(if not included with Indy)* – *Jason Hoy (Strand)*
   f. *Shelby will send the Google spreadsheet with a list of schools and contacts.*
   g. *When members contact the new schools, please email Shelby the list/contact information for schools.*

**Scholarship Subcommittee**

b. **ACEC Scholarship**

i. 2019, $17,500 awarded between 7 winners (16 applicants, 10 in 2018!)
   1. Top Scholar awarded no less than $5,000.
   2. Lowest amount awarded shall be $1,500.

ii. **Goals for 2020**
   1. Applicant Goal - 20
   2. Increase in-person interaction with both professors and students by utilizing both recruiting trips and project meetings near universities.
   3. Stay in contact with interns at our respective firms to encourage participation.
   4. Possible coordination with INDOT, CEG, and engineering departments of larger municipalities.
   5. Possible coordination with ICI or larger contractors.

iii. **Subcommittee roles**
   1. Determine contacts for each university
   2. Coordinate with other committee members as needed
   3. Update University distribution list
   4. *A question was asked if it would be possible to open the scholarship program up to non-engineer programs.* *(i.e. IUPUI). Since the national scholarship is only open to engineering programs, ACEC Indiana will continue to follow the National program.*

iv. *Contact the school’s local organizations *(i.e. ASCE Advisors at each school).*

v. *The committee should send out information this Fall (2019).*

vi. *All committee members should contact former interns too.*

vii. *Students selected in previous years can apply and be selected again.*

viii. *Shelby will send the ACEC school/faculty contact list to the Scholarship Subcommittee.*

ix. *Mr. Hoy mentioned he has a faculty contact at Valparaiso, if the contacts on the current list are not responsive.*
Continuing Education Subcommittee

c. Continuing Education Update/ Subcommittee Roles

  i. This year this subcommittee will promote the ACEC online courses. All Education Committee members will promote this, so a separate subcommittee is not needed.

  ii. ACEC has three online courses ($25/course); Shelby will provide a link to the courses.
      1. Indiana Rules Statutes
      2. QBS
      3. Ethics

5. Members next volunteered to be a part of the Education (E-week) or Scholarship subcommittees. A summary is on the table on page 1.
   a. If name is not on committee list email Jason Hoy & Jason Rowley with your preference.

6. Other discussions

7. Set Next Meeting - December 2019

8. Upcoming ACEC Events

   a. September 10, 2019 - Indy DPW Designer Training Workshop
      i. There are only 20 spots left and the remaining seats will soon be opened up to those on the waiting list.
   b. September 26, 2019 - Environmental Business and Funding Sources Conference
   c. October 8, 2019 - Finance Forum
   d. October 13-16, 2019 - ACEC National Fall Conference in Chicago
   e. October 30, 2019 - Diversity Businesses and Majority Firms Networking
   f. October Subcommittee Meeting
   g. November 14, 2019 - Indiana Northern Roundtable - Winona Lake, IN
   h. December 10, 2019 - IT Forum
   i. December Committee Meeting